

**KAFP BOARD OF DIRECTORS
JOB DESCRIPTION
AT-LARGE DIRECTORS**

BASIC FUNCTIONS

- Serve as a volunteer leader of the KAFP at the direction of the board of directors and as elected by the membership.
- Represent the general membership on the board of directors.
- Provide oversight of, and contribute to, the implementation strategic plan.
- At-large directors are responsible for attending and actively participating in board meetings and all KAFP conferences.
- At-large directors should represent the interest of their constituents in addition to the best interests of the Academy in general.
- Influence the establishment of strategic goals and objectives for the organization and direct the execution of the strategic plan.

DUTIES, RESPONSIBILITIES AND AUTHORITY

- At-large directors should attend all KAFP conferences.
- At-large directors are responsible for promoting KAFP events and conferences through their networks and colleagues, working to drive attendance and participation.
- At-large directors should regard the value of attendance at all regular and special meetings of the board of directors, coming prepared to actively discuss the business of the Academy and its strategic plan.
- At-large directors shall submit proposed Board agenda items to the CEO and president in advance of meetings of the board of directors.
- At-large directors shall serve as Family Doctor of the Day at least once during the legislative session each year of their term.
- Ensure the organization continues its focus on the resonating themes of innovation, financial sustainability and diversity, equity and inclusion.
- Inform the Board of all actual and potential conflicts of interest relating to the general purposes and activities of the organization and to specific issues before the board.

QUALIFICATIONS AND TERM OF OFFICE

- At-large directors must be active members in good standing.
- The leadership development committee will consider nominees with appropriate and relevant experience.
- Three at-large directors are nominated each term to serve as chairs over specifically identified advisory groups. Advisory groups are determined by the board of directors in accordance with the needs identified in the strategic plan.

TIME COMMITMENT

At-large directors commit approximately two to three hours per month of time to their service on the board of directors. Additionally, it is expected At-large directors will attend all KAFP conferences and any other meetings or conferences as requested.

EXPECTATIONS

It is expected of all board members to attend and actively participate in board meetings. This includes coming to meetings prepared, having reviewed the meeting materials in advance.

It is also expected that all board members participate in and promptly respond to communication from the CEO and other board members when conducting Academy business outside of board meetings.

Further, it is expected each board member will contribute in some way to the KAFP Foundation. Contributions come in many forms including financial donations, in-kind gifts or making introductions to potential donors or partners.

KAFP board members have fiduciary responsibilities as well and are expected to uphold them. Fiduciary duty requires board members to stay objective, unselfish, responsible, honest, trustworthy and efficient. Board members serve as stewards of the Academy and must always act for the good of the organization, rather than for the benefit of themselves.